

No. Gen(037)/PRO/13/06/NCRB  
Government of India  
Ministry of Home Affairs  
National Crime Records Bureau

East Block-VII, R.K. Puram,  
New Delhi- 110 066.

Dated: 25.09.2012

To

**As per list attached**

**Subject: Quotation for Repair and AMC of Photocopier machines**

Sir,

Sealed quotations are invited from reputed vendors having minimum 5 years experience in the field for Annual Maintenance Contract (AMC) for **Repair and AMC of Photocopy machines** for a period of one year. The equipments are installed at East Block- VII & IX, R. K. Puram, New Delhi which can be inspected and detail can be collected during any working day between 2 P.M. to 5 P.M. with prior appointment with JAD(G) telephone no. 26172324 Extn. 208. The vendors are also required to furnish the rates for Repairing and AMC separately. The rates quoted should clearly indicate applicable taxes, other terms and conditions. The details of machines are given below:

SL. No.	Location	Make	Serial No.	Date of Purchase	Expiry of AMC
1.	CFPB	Canon IR2320L	EQM0053	01.02.2010	-
2.	Trg. Branch	Canon 3530	MTP01303	02.09.2009	-
3.	AD.II,	Toshiba -e207	CSL098976	30.03.2010	-
4.	DCT	Toshiba -e207	CSL958846	30.03.2010	-
5.	CCTNS	Toshiba -e207	CSL958731	30.03.2010	-
6.	JD, CCTNS	Toshiba-e207	CLS958844	30.03.2010	-
7.	DG, Office	Panasonic	R-1128	31.12.2010	-
8.	Trg.Branch	Toshiba- e282	CUG732017	15.12.2008	-
9.	CSO	Toshiba-e282	CUD955690	11.09.2009	17.10.2012
10	CCTNS	Toshiba-e282	CUD955694	11.09.2009	17.10.2012

- 2 The quotation details are also available on NCRB website <http://ncrb.gov.in>.
- 3 The quotation should be accompanied by an EMD for an amount of Rs.5000/- in the form of bank draft drawn in favour of A.O. PAO, DCPW, payable at New Delhi. Quotations which are not accompanied by EMD will not be entertained.
- 4 The quotation should be addressed to the Assistant Director (A&G), NCRB, East Block - VII, R. K. Puram, New Delhi - 110 066.
- 5 The quotation should reach NCRB on or before 8 October, 2012 up to 5:00 PM.
- 6 Quotations must be superscribed '**Quotation for Repair and AMC of Photocopier machines**' clearly mentioned on the envelope.
- 7 Quotations received after due date will not be entertained

Director General, NCRB, reserves the right to accept or reject any or all of the quotations without assigning any reason.

Yours faithfully,

(M.P. SHARMA)  
JT. ASSTT. DIRECTOR(G)